



West Fargo City Commission Meeting
West Fargo City Hall Commission Chambers
800 4th Ave E, West Fargo, 58078
Monday, June 17, 2024 5:30 PM

Meeting Items

A. Call to Order

The West Fargo City Commission meeting was held in the in the City of West Fargo Commission Chambers on Monday, June 17, 2024.

B. Pledge of Allegiance

The Pledge of Allegiance was recited.

C. Roll Call

Commissioner Mandy George – present; Commissioner Mark Simmons – present; Commissioner Bernie Dardis – present; Commissioner Brad Olson – present; Commissioner Roben Anderson – present; All Commissioners were present, there was no Commissioner absent from the meeting.

D. Approve Order of Agenda

Commissioner Olson moved and Commissioner Simmons seconded to remove regular agenda item 8. *Request for City Commission to authorize issuance of building permit prior to the merging of two platted lots.* Commissioners Olson and Simmons voted aye. Commissioners George, Dardis and Anderson voted nay, the motion failed on a 3:2 vote.

Commissioner Simmons moved and Commissioner George seconded to remove item number 5 Capital Improvement Plan (CIP) - Review -- Dan Hanson, City Engineer • No Action - Review the preliminary 2024-2028 CIP and provide a preliminary list of projects in the plans for the next five years. Commissioners George, Simmons, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.

Commissioner Simmons moved and Commissioner George seconded to approve the order of the agenda as amended, removing regular agenda item 5.

Commissioners George, Simmons, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.



E. Approval of Minutes -- June 3, 2024

Commissioner Olson moved and Commissioner Simmons seconded to approve the minutes of June 3, 2024. Commissioners George, Simmons, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.

F. Building Permits

Commissioner Anderson moved and Commissioner Olson seconded to approve the building permits. Commissioners George, Simmons, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.

Consent Agenda - Approve the Following:

- a. Bills**
- b. Reappoint of Liann Hanson and Tony Stukel to the West Fargo Public Library Board**
- c. Games of Chance for Brothers Keepers MC Centralia**
- d. Games of Chance for Holy Cross Wild Game Feed**
- e. Games of Chance for Bridging the Gap**

Commissioner Olson moved and Commissioner Anderson seconded to approve the consent agenda. Commissioners George, Simmons, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.

Regular Agenda

1. Public Comment

Members of the public will be allowed 2 minutes and 30 seconds to address the City Commission. Commissioners will not take any official action during this comment period.

Please sign up no later than 12 p.m. the day of the City Commission Meeting you wish you attend. City Commission Meeting Public Comment | West Fargo, ND (westfargond.gov)

One West Fargo resident spoke during this time.

2. Contract approval with City of Fargo (MAT Bus) for transit service

-- Aaron Nelson, Planning Director

Commissioner Olson moved and Commissioner George seconded to approve the contract with City of Fargo (MAT Bus) for transit service. Commissioners George, Simmons, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.

3. A24-16 Maple Ridge at the Preserve 8th Addition, request for variance to reduce required minimum building control line of the CO-SR Sheyenne River Corridor Overlay District (Reconvene as the City's Board of Adjustment) -- Aaron Nelson, Planning Director

The West Fargo City Commission reconvened as the City's Board of Adjustments. Commissioner Simmons moved to deny A24-16 Maple Ridge at the Preserve 8th Addition, request for variance to reduce required minimum building control line of the CO-SR Sheyenne River Corridor Overlay District (Reconvene as the City's Board of Adjustment). The motion failed due to the lack of a second.

Commissioner George moved and Commissioner Simmons seconded to approve A24-16 Maple Ridge at the Preserve 8th Addition, request for variance to reduce required minimum building control line of the CO-SR Sheyenne River Corridor Overlay District, with the requirement that there is a letter received, stating there is a variance. Commissioners George, Simmons, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.

The West Fargo City Commission adjourned as the City's Board of Adjustments

5. Capital Improvement Plan (CIP) -- Review -- Dan Hanson, City Engineer

~~• No Action - Review the preliminary 2024-2028 CIP and provide a preliminary list of projects in the plans for the next five years~~ This item was removed from the agenda.



4. Renaissance Zone Application - Red River Refrigeration

-- Casey Sanders-Berglund, Economic Development Manager

Commissioner Simmons moved and Commissioner Olson seconded to approve the Renaissance Zone Application - Red River Refrigeration. Commissioners George, Simmons, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.

6. Utility Rate Increase Informational Presentation -- Matt Andvik, Public Works Director

There was no action taken on this item, it was informational only.

7. Recommended action for establishment of a Community Garden

-- Mandy George, Commissioner

Commissioner Olson moved and Commissioner George seconded to approve option (1). City as lead facilitator in discussions with partner organizations. Commissioners George, Simmons, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.

8. Request for City Commission to authorize issuance of building permit prior to the merging of two platted lots -- Roben Anderson, Commissioner

Commissioner Simmons moved and Commissioner Olson seconded to bring the request for City Commission to authorize issuance of building permit prior to the merging of two platted lots to Planning and Zoning. Commissioners George, Simmons, Dardis, and Olson voted aye. Commissioner Anderson voted nay, the motion passed on a 4:1 vote.

9. Salary Study Update -- Sarah Gasevic, Human Resources Manager and Dustin Scott, City Administrator

Commissioner Simmons moved and Commissioner George seconded to go with option (1) Make all changes, except grade reductions, effective as of 1/7/2024 to coincide with the data date and payroll. • This option also recognizes that the survey was due to be completed in 2023. • Total annual cost \$223,028.



- Retro pay through 6/22/24 = \$102,936 • Employees would see changes on 7/12 paycheck. Commissioners George, Simmons, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.

10. City Administrator's Report -- Dustin Scott, City Administrator

- **Update on move to new City Hall**
- **Update on Police Department Expansion**

Commissioner Simmons moved and Commissioner George seconded to approve the request made by Pete Nielsen, Chief of Police, to use \$250,000 of Public Safety Sales Tax for the Police Department expansion into the portion of City Hall where City administrative services previously resided. Commissioners George, Simmons, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.

- **Update on Senior Director of Administrative Services**

11. Correspondence

There were no correspondence.

12. Non-Agenda Items

Bernie Dardis, Commission President addressed actions taken place at the prior meeting.

13. Adjourn

Commissioner Simmons moved and Commissioner George seconded to adjourn the meeting. Commissioners George, Simmons, Dardis, Olson and Anderson, voted aye No Commissioner voted nay, the meeting was adjourned at Simmons/George at 7:34 PM.

Bernie Dardis, Commission President

Dustin T. Scott, City Administrator

